

SELECTMEN'S MEETING
Town of Brownfield
April 6, 2010

Selectmen Present: Carol Brooks, Erik Walker & Cindy Willets

Others Present: Frank & Alvina Day, Matt & Jen Coen, Richard Perreault & Linda Pestilli

The Selectmen met in workshop mode at 5:40 P.M. Cindy Willets opened the business portion of the meeting at 6:14 P.M. Warrants were reviewed and approved.

Frank Day reported on week ending April 2nd. Most of the time on Monday, Tuesday and Wednesday was spent performing vehicle maintenance. Roads were also checked on Monday and the PW employees attended a training sponsored by Dig Safe on Tuesday. Work was done on Wednesday to repair a washout on Dugway Road in the vicinity of Stone Pond Road. This area has a tendency to wash out and a couple of loads of gravel were hauled in but it was too soft to haul in more at present. Frank also requested an increase in his budget to cover the rental of an excavator for a month for approximately \$3,000. Most of the use of this piece of equipment would be ditching on Dugway Road. This increase will be added to the article requesting funds for gravel road improvements. Discussion then followed on future paving and how to plan to get bids in early enough in order to save money when work is slower in the spring with paving companies. Having to wait for approval in June for funds that become available in July doesn't allow the Town to get in on lower paving estimates that typically take place in the spring.

Chief Perreault reported that the Fire Department responded to a couple of calls during the past week. One was an un-permitted burn on Pig Street and the other was for a lift assist for Fryeburg Rescue. There is a pending meeting in Fryeburg on April 21st regarding loss mitigation that Chief Perreault is unable to attend. It was deemed important that at least one of the Selectmen try and be in attendance. A call was made to Safety Works and they will get back in touch with Chief Perreault with a date that they are available to view all Town facilities in order to stay up to date with standards required to be met by the Bureau of Labor. When Safety Works is involved, you have six months in order to remedy any problems before the Bureau of Labor can step in.]

Next on the agenda was tennis court maintenance. Julie informed those present that with help from her husband (Tim) and the Rec. Director's husband (Matt), the shrub trees and bushes that were growing in and around the tennis court fencing were cut down and removed and the courts were swept of debris. The PW Department was thanked for hauling away the trees and bushes. There are several large cracks in the surface of the courts that need to be repaired to prevent injury to players. Julie is in contact with several companies that have products available that can be used to help maintain the playing surface and volunteers can perform this work to keep the cost down. The Rec. Department is also assisting with this project. Carol also reminded

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Julie that she had a net available that she would donate. This could be used as a replacement on the tennis courts or might be able to be used as a volleyball net since the Town's was stolen last year.

Linda Pestilli asked about health benefits for the Town employees. She wanted to know what plans were available, how much the deductible was for each plan, how many employees had insurance, what the Town actually contributed toward each employee and basically if it would be cheaper to get insurance other than through MMA. Julie did not have information available in front of her to answer these questions but could have had the answers to these questions had they been on the agenda. The Town only pays for the employee's portion of the insurance and those that choose to add spouse or family coverage have approximately \$204 a week deducted from their paycheck. Erik explained to Linda that MMA is a large organization that is able to pool their members together in order to get the best rate. Also, the Town pays dues to MMA in order to be a member and this is one of the benefits. The Town, however, is currently looking into other options for the Property & Casualty portion of insurance.

Matt Coen informed those present that the rear doors at the Community Center are installed and insulated. The material is on site for the other two doors and he will be starting those this week. A Representative from Chick's came to give a quote on what it would cost to replace the gym and office windows at the CC. This is a number to keep in mind if applying for grants at a future date. These would be vinyl, double hung, low-e double pane glass windows. The cost of the windows is approximately \$3,500 and the trim and labor would be an additional \$2,500.

Since the Planning Board was meeting at 7:00 P.M., the Selectmen moved the remainder of their meeting into the CEO's Office. At this time, the warrant was reviewed and approved pending discussed changes. Erik made a motion that was seconded by Carol to recess tonight's meeting until tomorrow at 12:30 P.M. All were in favor.

The Selectmen's Meeting from last night was reconvened at 12:40 P.M. on Wednesday, April 7th. Cindy then made a motion that was seconded by Erik to go into Executive Session per 1 M.R.S.A. § 405(6)C to discuss pending foreclosures. All were in favor. At 1:45 P.M., the Selectmen returned from Executive Session.

A decision was made to call a previous owner of a piece of foreclosed property asking if he was interested in buying back the property from the Town. He was then given the price agreed upon by the Selectmen and told that his decision would have to be given to the Treasurer by 3:00 P.M. on Friday, April 9th. If he agreed to buy the property back, the Selectmen would need 10% down in earnest money. This deposit would be non-refundable. If the previous owner decides not to buy back the property, the Selectmen will put this foreclosed property on the market to be sold by sealed bid.

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The Selectmen then requested that Julie place ads in the Shopping Guide, Bridgton News and Conway Daily Sun and its sister papers during the next two weeks asking for sealed bids to be in to the Town Office by 5:00 P.M. on May 4th regarding the purchase and sale of the old town garage on Dugway Road.

At 2:05 P.M., the Selectmen adjourned their meeting. They then drove to Augusta to attend a Board of Assessment Training sponsored by MMA. The CEO had also planned to go with them but was ill and unable to attend.

Respectfully submitted,

Julie A. Watkins
Town Administrator

SELECTMEN'S MEETING
Town of Brownfield
April 20, 2010

There was no Selectmen's Meeting tonight.

SELECTMEN'S MEETING
Town of Brownfield
April 13, 2010

Selectmen Present: Carol Brooks, Erik Walker & Cindy Willets

Others Present: Wanda Bartlett, Frank & Alvina Day, Robin Dodd (Key Bank Representative) and Dean Waterman (Key Bank Representative)

The Selectmen opened their meeting in workshop mode at 5:10 P.M. to meet with Key Bank Representatives to discuss banking issues. The Town of Brownfield is currently shopping around for the best services with daily banking, loans and investments. The Selectmen moved into the business portion of their meeting at 6:05 P.M. Warrants were reviewed and approved.

Frank reported on the week ending April 9th. Monday was spent patching potholes, grading Burnt Meadow Road and Indian Trail and performing vehicle maintenance. On Tuesday, stumps were cut down on Haley Town Road so bush hog work can be done later on. More vehicle maintenance was performed along with grading on Dugway Road and ditch work was also done along the Jewett Hill section of Dugway Road. Work continued on Dugway Road on Wednesday and Thursday and trees were cut along the steep hill on the lower end of Dugway Road.

Following the PW Report, the Selectmen started the process of voting on each of the warrant articles involving dollar amounts. Following a brief discussion earlier in the day with the Rec. Director, Erik made a motion that was seconded by Cindy to include the option of 25, 30 and 40 hours for the Rec. Director position so that the legislative body as a whole can vote on the hours for this position. All were in favor. Erik also suggested that it might be in the best interests of the Rec. Department to look into the option of being declared a 501(3)(C) at some point in the future. The voting continued on the remaining articles.

At 8:10 P.M., a motion was made and seconded to recess until Thursday, April 15th when the Selectmen will meet with Representatives from Bangor Savings Bank. All were in favor.

The Selectmen met with Representatives from Bangor Savings Bank at 5:00 P.M. on April 15th. A motion was made and seconded to adjourn at 6:15 P.M. All were in favor.

Respectfully submitted,

Julie A. Watkins
Town Administrator

SELECTMEN'S MEETING
Town of Brownfield
April 27, 2010

Selectmen Present: Carol Brooks, Erik Walker & Cindy Willets

Others Present: Frank Day, Richard Perreault, Linda Pestilli & Debbie Richardson

The workshop portion of the meeting opened at 5:15 P.M. followed by the business portion of the meeting which opened at 6:10 P.M.

Frank reported on week ending April 23rd. The Department actually worked on Saturday plowing snow. On Monday, trees were cleared up from the snowstorm and ditch work was done on Farnsworth Road and Wakefield Road was graded. More ditch work was done on Farnsworth Road on Tuesday along with paper work. Wednesday and Thursday was spent cutting brush on Walter Blake Road in preparation for paving and vehicle maintenance was performed. Linda Pestilli asked about marks made on the Sam Brown Hill Road. Frank reported that these were locations of rocks that would be dug up before a small section is paved next year. Linda also asked if thought should be given to paving Farnsworth Road since so much work is done on it each year. Frank informed her that she would be seeing that a lot of work is done on Farnsworth Road but that it is not feasible to pave it.

Chief Perreault reported that a lot of trainings are being attended. Pump training was done on the new fire truck on April 11th. Training on the new software was given in South Berwick on April 13th. A call was received to respond to the Community Center because there appeared to be smoke. The furnace was shut down until a nozzle could be replaced. There was an EMA meeting in South Paris on April 22nd. Selectmen from Porter were also in attendance to discuss the dam breach that occurred in their town and to talk about how well the system worked in that situation with all that responded. Last Saturday, there was training at the Sacopee Valley High School with three counties and the Maine Forest Service for wildfire tabletop exercises. The practical portion of this training will take place in the fall. Chief Perreault was asked by the DEP if the Fire Department ever had to respond to the Chapman Property on Main Street and if he knew of any problems at this location.

Cindy Willets asked the other Selectmen if they would approve going ahead with the installation and training of the TRIO Assessing Software. All of the existing information on the property cards will have to be input into the computers. The Hiram Town Office already uses this software and has offered to assist with any questions or problems. Wanda will be asked to contact TRIO to see if the majority of the payment for this software can wait until after July 1st. A motion was made and seconded that as long as the majority of the payment can be made after July 1st the software can be installed and training can start. All were in favor.

Cindy made a motion that Carol seconded to go into Executive Session per 1 M.R.S.A. § 405(6)(A&E) at 6:40 P.M. All were in favor. The Selectmen returned from Executive

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Session at 7:25 P.M. A motion was made and seconded to instruct the CEO to proceed to bring the matter to a rapid conclusion. Any written information regarding this matter will be copied to Debbie Richardson. All were in favor.

Carol updated those present on the school budget. For the Town of Brownfield, the yearly payment will increase by \$94,000 from \$1,439,517 to \$1,533,517. Sixty percent of the school payment is based on property values and 40% is based on student enrollment. It was felt that members of the School Board did a good job this year.

At 7:35 P.M. Cindy made a motion that was seconded by Carol to go back into Executive Session per 1 M.R.S.A. § 405(6)(A&E). All were in favor. The Selectmen returned from Executive Session at 7:50 P.M. A sign will be made for the "Dump Store" instructing individuals to see one of the Transfer Station Attendants before leaving items at the store. A reminder to property owners that the TS Manager is responsible for all activities to do with the "Dump Store" and that it is operated under his authority.

A motion was made and seconded to go back into Executive Session at 7:55 P.M. per 1 M.R.S.A. § 405(6)(C). All were in favor. The Selectmen returned from Executive Session at 8:15 P.M.

The Selectmen then discussed banking issues. A review was made of the differences between the existing bank used and a new bank interested in obtaining the Town's business following several meetings that have taken place with the Bank's Representatives, the Selectmen and the Town Treasurer. Wanda will get back in touch with the two banks involved and report back to the Selectmen with her findings.

Carol asked if Julie could locate the application forms used when the "Most Improved Homestead Award" has taken place before. The Selectmen hope to re-activate this contest.

Mowing bids will be going out in next week's papers.

Erik made a motion that was seconded by Cindy to adjourn at 8:35 P.M. All were in favor.

Respectfully submitted,

Julie A. Watkins
Town Administrator